

MISCELLANEOUS EVENTS LIST
UPDATED NOVEMBER 2005

The chart below lists the events in the Miscellaneous Events category and provides additional e:filing guidance for certain events. This chart also makes reference to local rules, forms and orders. See also individual docketing instructions posted on the court's website under the link [CM/ECF Event Instructions](#).

On October 17, 2005, the *Bankruptcy Abuse Prevention and Consumer Protection Act of 2005* went into effect. Several new CM/ECF events were created to accommodate the new filings and are highlighted below with a **BAPCPA 2005** stamp in the left margin.

On July 1, 2004, the court introduced new Recommended Local Forms and Orders. Please review the [Notice to the Bar and Public](#) as well as the [Guidance Document](#) for more information. The chart below makes reference to these new forms and orders where appropriate.

MISCELLANEOUS EVENT	ADDITIONAL E:FILING GUIDANCE	COURT GUIDANCE, RULES & FORMS
20 LARGEST UNSECURED CREDITORS		
AMENDED LIST OF CREDITORS (FEE)	A Verified Statement of Changes along with the amended list of creditors containing only the additional creditors must be e:filed also	See also DNJ LBR 1007-2, 1009-1, Misc. Forms, Fee Schedule .

MISCELLANEOUS EVENT

**ADDITIONAL E: FILING
GUIDANCE**

**COURT GUIDANCE,
RULES AND FORMS**

AMENDED SCHEDULES	Variable Box states: “Schedule(s) Amended: (Ex: B,C)”	Use this event to amend information contained in petitions or schedules. This event may also be used to amend Schedules D, E, F or the List of Creditors if the amendment is to simply change the address of a listed creditor or to add the name and address of an attorney for a listed creditor. No fee will be charged for these amendments. The court will not enter an Order Respecting Amendment, but the debtor is still required to notify affected parties.
AMENDED SCHEDULES D, E OR F (FEE)	Variable Box states: “Schedule(s) Amended” A Verified Statement of Changes along with the amended list of creditors containing only the additional creditors must be e:filed also.	See also Misc. Forms ; Fee Schedule
ANSWER (INVOLUNTARY)	This event contains a Prefix box to further clarify the docket text.	Do not use this event to file an answer to a complaint. Use the Answer/Response category under Adversary.
APPRAISAL OF	Variable Box states: “Description of Property”	
BALANCE SHEET	Docket entry reads: <i>Balance Sheet Filed by [Test Attorney] on behalf of [Mary Client].</i>	This document is required at case opening and must be docketed separate from the petition. Failure to include this will result in a Deficiency Notice. If this document is being filed in response to a Deficiency Notice, e:filers must use this event.

MISCELLANEOUS EVENT

**ADDITIONAL E:FILING
GUIDANCE**

**COURT GUIDANCE,
RULES AND FORMS**

**BAPCPA
2005**

CASH FLOW STATEMENT	Docket entry reads: <i>Cash Flow Statement For Small Business Filed by [Test Attorney] on behalf of [Mary Client]</i>	This document is required at case opening and must be docketed separate from the petition. Failure to include this will result in a Deficiency Notice. If this document is being filed in response to a Deficiency Notice, e:filers must use this event.
CERTIFICATE OF CONSENT (Also found in Adversary)	Variable Box states: “Hearing Date if Applicable” This event provides opportunity to link to related matter	See also Misc. Forms ; Administrative Procedures at page 5 ; Commentary Supplementing Administrative Procedures at page 11
CERTIFICATE OF CREDIT COUNSELING	Docket entry reads: <i>Certificate of Credit Counseling filed by[Test Attorney] on behalf of [Mary Client].</i> <u>This is not to be confused with the Financial Management Course (FMC) Certificate. See FMC guidance on page of this document.</u>	<u>There is no official court form for this.</u> UST approved Credit Counseling is posted on the court’s website. This document is required at case opening, but is docketed separate from the petition using this event. If this is a joint debtor case, the Certificate must be docketed twice. Use the Certificate of Credit Counseling - Joint Debtor event below for the second filing. Failure to include this document will result in a deficiency notice. If this document is being filed in response to a deficiency notice, e:filers must use the Certificate of Credit Counseling event.

**BAPCPA
2005**

MISCELLANEOUS EVENT

**ADDITIONAL E: FILING
GUIDANCE**

**COURT GUIDANCE,
RULES AND FORMS**

**BAPCPA
2005**

CERTIFICATE OF CREDIT COUNSELING - JOINT DEBTOR	Docket entry reads: <i>Certificate of Credit Counseling for Joint Debtor filed by Test Attorney on behalf of Tom Skyler. (Test Attorney)</i> SEE ABOVE	SEE ABOVE
CERTIFICATE OF SERVICE (Also found in Adversary)	This event contains a Prefix box to further clarify the docket text. This event provides opportunity to link to related matter.	
CERTIFICATE OF SERVICE OF TAX INFORMATION TO REQUESTOR	Docket entry reads: <i>Certificate of Service of Tax Information to Requestor</i>	
CERTIFICATION AND AGREEMENT TO PAY FILING FEE (Also found in Adversary)	This event provides opportunity to link to related matter.	This event is to be used by Trustees, DIPs and other court approved parties only. See Also Misc. Forms .
CERTIFICATION OF BALLOT		See also DNJ LBR 3018-2 Ballots are to be filed with the plan proponent. At or before the confirmation hearing, the plan proponent shall file this Certification
CERTIFICATION OF DEBTOR IN POSSESSION		
CERTIFICATION OF NO OBJECTION	This event provides opportunity to link to related matter.	Please see Sections E and F of the General Order Governing Procedures for Complex Chapter 11 Cases .

MISCELLANEOUS EVENT

**ADDITIONAL E:FILING
GUIDANCE**

**COURT GUIDANCE,
RULES AND FORMS**

**BAPCPA
2005**

CHANGE OF ADDRESS	Variable Boxes states: 1. "Name of Party whose address is changing" 2. "Former Address" 3. "Current Address"	See also Change of Address Form . This event is to change the Debtor's address only. Attorneys use <i>Utilities - Maintain User Account</i> and see also Change of Law Firm form .
CHAPTER 15 SERVICE LIST	Docket entry reads: <i>Chapter 15 Service List filed by Test Attorney on behalf of Tom Skyler. (Test Attorney)</i>	This document is required at case opening. Failure to include this will result in a deficiency notice. If this document is being filed in response to the deficiency notice, e:filers must use the Chapter 15 Service List event.
CORE SERVICE LIST		
CREDITOR'S CERTIFICATION OF DEFAULT	This event provides opportunity to link to related matter.	Follow the links on the court's website, <i>Forms → Recommended Forms and Orders</i> to view .pdf and .wpd versions of this certification. See also Local Forms 16 and 16A which are mandatory as of January 17, 2005.
CURE OF RESIDENTIAL JUDGMENT	Docket entry reads: <i>Certification of Cure of Entire Residential Judgment filed by Test Attorney on behalf of Tom Skyler. (Test Attorney)</i>	See corresponding check boxes on page 2 of Official Form 1 (the petition).
DEBTOR REPAYMENT PLAN	Docket entry reads: <i>Debtor Repayment Plan filed by Test Attorney on behalf of Tom Skyler. (Test Attorney)</i>	This is NOT a Chapter 13 plan event. This document may be provided to debtors after completing credit counseling.

**BAPCPA
2005**

**BAPCPA
2005**

MISCELLANEOUS EVENT

**ADDITIONAL E: FILING
GUIDANCE**

**COURT GUIDANCE,
RULES AND FORMS**

**BAPCPA
2005**

**DEBTOR'S ELECTION
OF SMALL BUSINESS
DESIGNATION (For
Involuntary Cases only)**

Docket entry reads:
*Debtor's Election of
Small Business
Designation by John
Esquire on behalf of Mary
Client. Ch. 11 Statement
of Operations due; Ch. 11
Small Business Balance
Sheet due; Ch. 11 Small
Business Tax Return due;
Ch. 11 Cash Flow
Statement due [All due
dates calculate 15 days]*

This event is only used by
Debtors to designate an
Involuntary Chapter 11
as a Small Business.

(Debtors filing a Chapter 11
petition will make the Small
Business designation on page 1
of the petition and select the
Small Business designation
during case opening.)

**BAPCPA
2005**

**DEBTOR'S REBUTTAL
OF PRESUMPTION OF
ABUSE**

Docket entry reads:
*Debtor's Rebuttal of
Presumption of Abuse
filed by John Esquire on
behalf of Mary Client.*

Chapter 7 case opening provides
the first opportunity to state
whether a Presumption of Abuse
arises. The trustee will then file
additional information regarding
Abuse after the 341 meeting.
This event is used to respond to
the trustee's information.

**DOCUMENT
(Also found in Adversary)**

Variable Box states:
"Enter Nature of
Document"
This event contains a
Prefix box to further
clarify the docket text.
This event provides
opportunity to link to
related matter.

**BAPCPA
2005**

**DOMESTIC SUPPORT
OBLIGATIONS**

Docket entry reads:
*Domestic Support
Obligation Payments are
Current at this Time.
John Esquire on behalf of
Mary Client.*

**ELECTRONIC FEE
PAYMENT**

*Select Which Applies to
Your Filing: Conversion
to Chapter 11
Sever Case*

This event is used to make a
credit card payment on an
outstanding fee.

MISCELLANEOUS EVENT

**ADDITIONAL E:FILING
GUIDANCE**

**COURT GUIDANCE,
RULES AND FORMS**

**BAPCPA
2005**

EXHIBIT (Also found in Adversary)	This event provides opportunity to link to related matter.	For information on excerpting and length of document, see Order Establishing Procedure; Administrative Procedures at page 6 ; Commentary Supplementing Administrative Procedures at page 13.
EXIGENT CIRCUMSTANCES RE: CREDIT COUNSELING	Docket entry reads: <i>Certification of exigent circumstances that merits a waiver from complying with the credit counseling requirement. John Esquire on behalf of Mary Client. Credit Counseling Certificate due 10/17/2005.</i>	See corresponding check boxes on page 2 of Official Form 1 (the petition). Failure to include Credit Counseling information at case opening will result in a deficiency notice. Filing of Exigent Circumstances will set 30 day deadline for debtor to file Certificate of Credit Counseling.
EXPENSES RE: FVPS	Docket entry reads: <i>Expenses RE: Family Violence Protection Services John Esquire on behalf of Mary Client.</i>	
FINAL INSTALLMENT PAYMENT - CHAPTER 13	Variable Box states: "Enter Fee Amount"	
FINAL INSTALLMENT PAYMENT - CHAPTER 7	Variable Box states: "Enter Fee Amount"	
FINANCIAL MANAGEMENT COURSE	Docket entry reads: <i>Financial Management Course Certificate Filed John Esquire on behalf of Mary Client.</i> <u>This is not to be confused with the Credit Counseling Certificate.</u>	See Official Form 23. <u>This Certificate is filed during the pendency of the case and is a requirement for discharge. UST approved Financial Management Courses are posted on the court's website.</u> If this is a joint debtor case, the Certificate must be docketed twice. Use the Financial Management Course - Joint Debtor event below.

**BAPCPA
2005**

**BAPCPA
2005**

MISCELLANEOUS EVENT

**ADDITIONAL E: FILING
GUIDANCE**

**COURT GUIDANCE,
RULES AND FORMS**

**BAPCPA
2005**

**FINANCIAL
MANAGEMENT COURSE
- JOINT DEBTOR**

Docket entry reads:
*Financial Management
Course Certificate for
Joint Debtor Filed John
Esquire on behalf of Mary
Client.*

SEE ABOVE

SEE ABOVE

**BAPCPA
2005**

**INTENT TO CURE
DEFAULT**

Docket entry reads:
*Certification of Intent to
Cure Entire Monetary
Default for Residential
Property and Deposit of
30 Day Post Petition Rent
Fee Amount John Esquire
on behalf of Mary Client.
Cure Property Default
due [date calculates 30
days].*

See corresponding check box on
page 2 of Official Form 1 (the
petition).

MASTER SERVICE LIST

See also Exhibit F, Section D of
the [General Order Governing
Procedures for Complex
Chapter 11 cases.](#)

**MEDIATOR'S
CERTIFICATION OF
COMPLETION**
(Also found in Adversary)

This event provides
opportunity to link to
related matter.

See also [DNJ LBR 9019-2,
Misc. Forms](#)

**MISSING DOCUMENT(S)
FILED**

Variable Box states:
"Enter Documents Filed"

Use this event to file the balance
of an incomplete petition.

**MONTHLY FEE
STATEMENT**

Set Obj. Deadline for 20
days from Date of Service
"Enter Obj. Date"

See also Exhibit A of the
[General Order Adopting
Guidelines Governing
Procedures for Payment of
Interim Compensation](#) etc.

MISCELLANEOUS EVENT

**ADDITIONAL E: FILING
GUIDANCE**

**COURT GUIDANCE,
RULES AND FORMS**

NOTICE DEPOSITING UNCLAIMED FUNDS	Variable Box states: “Enter name of the Creditor” and “Enter payment amount”	See also DNJ LBR 3011-1 and 7067-1 ; Misc Forms . This event is used by Chapter 7 and 13 trustees only. All other parties depositing money into the court registry must use <i>Motion Depositing Funds</i> found in the Motion/Application category.
NOTICE OF AGENDA		See also Misc. Forms , Exhibit F, Section G of the General Order Governing Procedures for Complex Chapter 11 cases .
NOTICE OF APPEARANCE AND REQUEST for Service (Also found in Adversary)		
NOTICE OF COMMENCEMENT OF CHAPTER 15 CASE	Docket entry reads: <i>Notice of Commencement of Case by a Foreign Representative. John Esquire on behalf of Mary Client.</i>	To File a Chapter 15 petition, use BK Case Opening and select Chapter 15.
NOTICE OF FOREIGN REP. INTENT TO COMMENCE CASE	Docket entry reads: <i>Notice of Foreign Representative’s Intent to Commence Case. John Esquire on behalf of Mary Client.</i>	This notice is filed in the Chapter 15 case when a recognized foreign representative wishes to commence a case under a different chapter. (This occurs after the Chapter 15 petition is filed using BK Case Open and the court recognizes the foreign proceeding).
NOTICE OF INFORMATION		See also Local Forms 5, 6, 11 & 12
NOTICE OF INFORMATION - LARGE CASE		

**BAPCPA
2005**

**BAPCPA
2005**

MISCELLANEOUS EVENT

**ADDITIONAL E:FILING
GUIDANCE**

**COURT GUIDANCE,
RULES AND FORMS**

**BAPCPA
2005**

NOTICE OF OVERRIDE OF PREFERRED ADDRESS (342)	Docket entry reads: <i>Notice of Override of Preferred Address. Exception creditor address submitted for this case only to override preferred noticing address filed by Test Attorney on behalf of John Creditor.</i>	
NOTICE OF PRO BONO SERVICES (Also found in Adversary)		
NOTICE OF SETTLEMENT OF CONTROVERSY (Also found in Adversary)		See also Local Form 9 & 10 . If this is being filed in the adversary, it must also be filed in the main bankruptcy case.
NOTICE OF VOLUNTARY CONVERSION TO CHAPTER 7 (FEE)	Drop down menu provides choices for Chapter/Asset(s). Variable Box states: “Enter Convert date”	See also Fee Schedule
NOTICE OF VOLUNTARY DISMISSAL (Adversary only)	Variable Box states: “Enter Defendants Name” This event provides opportunity to link to related matter.	
OBJECTION TO HOMESTEAD EXEMPTION	Docket entry reads: <i>Objection to Homestead Exemption [John Esquire] on behalf of [Mary Client]</i>	
OMBUDSMAN REPORT	Docket entry reads: <i>Ombudsman Report for the period of 4/13/05 through 4/13/06 John Esquire on behalf of Mary Client.</i>	

**BAPCPA
2005**

**BAPCPA
2005**

MISCELLANEOUS EVENT

**ADDITIONAL E:FILING
GUIDANCE**

**COURT GUIDANCE,
RULES AND FORMS**

**BAPCPA
2005**

Monthly OPERATING REPORT	Variable Box states: “Enter filing period month and year” (ex. April, 2004)	
PRESUMPTION OF UNDUE HARDSHIP	Docket entry reads: <i>Presumption of Undue Hardship re: Reaffirmation Agreement with [related document #] Filed by Test Attorney on behalf of Mary Client</i>	
PROTECTION OF PROPERTY FROM DAMAGE	Docket entry reads: <i>Certification of Protection of Property from Damage John Esquire on behalf of Mary Client.</i>	
PRE-TRIAL MEMORANDUM (Adversary only)		
REAFFIRMATION AGREEMENT	Variable Box states: “Reaffirmation with”	See also Local Form 21
REAFFIRMATION DISCLOSURE STATEMENT	Docket entry reads: <i>Reaffirmation Disclosure Statement re: Reaffirmation Agreement with [FREE TEXT] (related document # Reaffirmation Agreement filed by Test Attorney on behalf of John Client.</i>	This event will link to the Reaffirmation Agreement. Please be sure to make the appropriate selections.
REBUTTAL OF PRESUMPTION OF UNDUE HARDSHIP	Docket entry reads: <i>Rebuttal of Presumption of Undue Hardship [FREE TEXT] filed by John Esquire on behalf of Mary Client</i>	

**BAPCPA
2005**

**BAPCPA
2005**

**BAPCPA
2005**

MISCELLANEOUS EVENT

**ADDITIONAL E: FILING
GUIDANCE**

**COURT GUIDANCE,
RULES AND FORMS**

**BAPCPA
2005**

**RECISION OF
REAFFIRMATION
AGREEMENT**

Docket entry reads:
*Recision of Reaffirmation
Agreement.*

This event provides screens to
link to related documents.

**REPORT OF INITIAL
DISTRIBUTION**

See also [Local Form 7](#), [DNJ
LBR 3021-1](#)

**BAPCPA
2005**

**REQUEST FOR TAX
INFORMATION**

Docket entry reads:
*Request for access to tax
information for 2004 filed
by Test Attorney*

**REQUEST FOR ALIAS
SUMMONS**
(Adversary only)

**REQUEST TO ENTER
DEFAULT**
(Adversary only)

See also [DNJ LBR 7055-1](#)
Follow the links on the court's
website, *Forms → Recommended
Forms and Orders* to view .pdf
and .wpd versions of the
proposed order.

**REQUEST FOR
DEFAULT JUDGMENT**
(Adversary only)

See also [DNJ LBR 7055-1](#)
Follow the links on the court's
website, *Forms → Recommended
Forms and Orders* to view .pdf
and .wpd versions of the
proposed order.

**SECOND INSTALLMENT
PAYMENT - CHAPTER 13**

Variable Box states:
"Enter Fee Amount"

**SECOND INSTALLMENT
PAYMENT - CHAPTER 7**

Variable Box states:
"Enter Fee Amount"

**BAPCPA
2005**

**STATEMENT IN
SUPPORT OF
REAFFIRMATION
AGREEMENT**

Docket entry reads:
*Statement in Support of
Reaffirmation Agreement
with [FREE TEXT]*

This event provides screens to
link to related documents.

**BAPCPA
2005**

**STATEMENT OF GOOD
FAITH**

Docket entry reads:
*Statement of Good Faith
Filing John Esquire on
behalf of Mary Client.*

**BAPCPA
2005**

MISCELLANEOUS EVENT	ADDITIONAL E:FILING GUIDANCE	COURT GUIDANCE, RULES AND FORMS
---------------------	---------------------------------	------------------------------------

STATEMENT OF INTENTION		
STATEMENT OF OPERATIONS	Docket entry reads: <i>Statement of Operations for Small Business John Esquire on behalf of Mary Client.</i>	This document is required at case opening and must be filed separate from the petition. Failure to include this will result in a deficiency notice. If this document is being filed in response to the deficiency notice, e:filers must use the Statement of Operations event.
STIPULATION (Also found in Adversary)	Variable Boxes state: “Stipulation with Whom?” “Stipulation Regarding?” “Is this an extension to object to Discharge?” This event provides opportunity to link to related matter.	
STIPULATION FOR DISMISSAL IN ADVERSARY PROCEEDING (Adversary only)		
SUBPOENA (Also found in Adversary)		See also Misc. Forms, DNJ LBR 2004-1
SUBSTITUTION OF ATTORNEY (Also found in Adversary)	Variable Box states: “Select Attorney(s) no longer associated with the case”	
in SUPPORT of (Also found in Adversary)	This event provides opportunity to link to related matter.	Support documents are uploaded as attachments to motions/applications. Use this event to file support documents that are subsequent to the initial filing.

MISCELLANEOUS EVENT	ADDITIONAL E:FILING GUIDANCE	COURT GUIDANCE, RULES AND FORMS
----------------------------	-----------------------------------------	--------------------------------------------

TAX INFORMATION	Docket entry reads: <i>Tax Information for the Year 2003 filed by Test Attorney on behalf of John Client.</i>	Once this event is completed and the .pdf uploaded, only court users will be able to view the .pdf. Attorneys seeking access to tax information must use the Motion to Access Tax Information event in the Motions/Applications category.
THIRD INSTALLMENT PAYMENT - CHAPTER 13	Variable Box states: "Enter Fee Amount"	
THIRD INSTALLMENT PAYMENT - CHAPTER 7	Variable Box states: "Enter Fee Amount"	
TRIAL BRIEF (Also found in Adversary)		
UST CERTIFICATION OF DEFAULT	This event provides opportunity to link to related matter.	
WITHDRAWAL OF DOCUMENT (Also found in Adversary)	This event provides opportunity to link to related matter.	This event may be used by Trustees to withdraw a Final Report or by a movant to withdraw a matter scheduled for hearing. (See also D.N.J. LBR 9013-1(D))